

Committee: Public Safety Building Committee – Temporary Site Subcommittee

Place: Web Ex

Date: October 19, 2020

Time: 4:00 pm

Chairs Statement: This meeting is not being recorded, videotaped and broadcasted. If any other persons present are recording, videotaping or broadcasting this meeting you must notify the chairperson at this time.

City recording via WebEx and citizen Jaydon Grazick Recording

New Attachments / presentations:

- Last week's conceptual drawings (two pdfs)
- Neil Joyce presentation re preliminary budget (see description below)

Roll Call

Committee Members: Mayor Roxann Wedegartner, Chair Dave Moscaritolo, Herb Forgey, Jean Wall, Bob Strahan (Fire Chief), Jen Stromsten, Carole Collins (City of Greenfield), Neil Joyce (OPM)

Others present: Dennis Ross (Pacheco Ross), Marlo Warner (DPW Director), Ed Jarvis (City Council), Dawn Morin, Gene Howard, Ginny Desorgher (City Council), Adam Champagne, Bob Willford, (and caller 4136****03)

Approval of previous minutes (the meeting was interrupted due to the storm)

Contract Updates from Pacheco Ross

- Dennis – getting scope and fees from consultants as well as insurance. Will be able to fill that in next week.
- Bid date goal of early November.
- At last meeting reviewed preliminary drawings from Dennis.
- No drawings in greater detail will take place before we get bid information.
- Updates provided by Neil / Marlo re items DPW can assist with reducing contract scope and therefore cost

Questions

Dave M – can you give us more information on these consultants?

Dennis – We need two.

1. *First one is Fuss & O'Neill re any site work needed (grading, drainage etc)*
2. *CES - does mechanical, HAVAC, electrical engineering, plumbing to ensure systems work*

Additional Review, first set of pre-conceptual drawings

Ed Jarvis requests that the full committee (Council?) receive copies of the drawings

Neil reported out on conversation with DPW on site work the town can perform. Marlo / DPW can probably handle much of the job, once we get trailers on site. Need to ensure this fits around other city projects.

Questions

David M – what are those DPW work items?

Neil – nearby ramps modified, curb cuts, water service, storm and sewer connections, landscape removal and then restoration of the site at end of job.

Updates on Steps to take over the parking lot

Mayor - No updates. Parking control meets this week, waiting to hear from them hopefully by Thursday meeting of the full committee.

New Business: Early estimates

Neil – Three basic categories: **Leased Structures, Fit out, Soft Costs**

1. Leased Structures- total \$952,140

Modular Office Trailers (Willscot Quote)

*\$212,000 for 24 month lease, includes setup, monthly lease & removal
does not include buy-out or purchase price. Includes most interior fit out.*

Modular Equipment Bays (Mahaffey Quote)

*\$740,140 for 24 month lease,
includes engineering & install, monthly lease & removal / return*

Questions –

Carole – Does this include the insulation for the bays?

Yes – may not include the propane or the furnace.

2. Fit out - total \$546,604*

Involves bringing utilities, water & sewer to structures, perhaps oil / water separation, carpentry for temporary walkways (for safe passage between buildings). Structures are being kept separate because of code requirement – once we exceed a certain sf area we have to install sprinklers. We will treat as 3 separate buildings to reduce costs.

(Presentation shows costs for items including: Demolition, concrete, masonry, carpentry, fire protection, plumbing, HVAC, earthwork, site improvements, utilities)

Fit out Budget Breakdown

Subtotal	\$506,115
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Insurance 2%	\$ 10,122
Profit 5%	\$ 25,306
Bonds 1%	\$ 5,061

*This estimate was created before conversation with DPW and Marlo. Any work done by city is not subject to bid or prevailing wage. It's not free, but can be done at significantly lower cost than shown in this estimate.

Question about communications & utilities

Neil – a pole will be set on the site at no expense

Chief Strahan met with Eversource. Need to keep each service under 400 amps. So there will be two separate coming off of Hope Street and to the apparatus bay. In the next month or so Eversource will replace the existing pole with a new, larger pole.

Dave M – how does DPW conversation relate to these line items?

Neil - Talking with Marlo and DPW to do some or all of demolition, plumbing & electrical, earthwork, site improvements and utilities.

Marlo – the DPW is capable of doing all this work except carpentry. Mayor and Marlo agreed on no snow this winter, which will help the timeline :)

Dave M – can Neil start a specific list of items DPW can to track how that affects bids.

Neil – Yes. Just met on Friday. With a little more time we'll have a clear list of items.

3. Soft Costs – total \$431,000

A/E Fees, OPM Fees; New Equipment (based on age of some existing equipment assuming some losses); Relocation – general moving, firematic items moved by manufacturer, radio equipment by outside agency, Turnout gear; Traffic signalization controls; Storage containers (two 20'); Exhaust extraction system; Utility back charges. (Presentation shows costs for each)

TOTAL: \$1,929,744

Assumes 24 month leases with no buyout; in ongoing discussions with DPW for offsetting costs;

Costs excluded

- Cupola salvage and restoration (in costs for permanent station?)
- Long term storage of sensitive materials (conditioned space for some items)

Dave M. – I haven't had a conversation with library folks about demolition funds and cupola.

Neil & Dennis – assumption was it's part of the permanent project as it has nothing to do with the temporary.

Mayor – it was brought to our attention by Steve D the difficulty of past attempts to save cupolas. It's complicated, doesn't mean we can't do it, and we'll make every effort to remove it in a way that preserves it. Whether it sits atop a new permanent station can't be answered now.

Dave M – shouldn't be a huge expense to store things.

(Herb F has offered to take point on care of historic items and coordination with Chief Strahan)

New Business - Timeline

Dave M – what is our timeline for a full set of conceptual drawings and being ready for bids?

Neil – targeting early December to get bids out. We'll get better bidding pool if it's earlier.

Dennis – we started work last week because we knew holidays would cut that time short.

Dave M- what is the bidding process?

Neil – state mandates minimum of 2 weeks of advertising. 2-3 weeks is realistic.

Marlo – (for Neil) should we figure out what we (DPW) can do in the next couple of weeks?

Neil “there will be a free and open exchange of information”

Dennis – we will concentrate on what we need from you first and get that to you quickly.

Marlo – we will be looking at trying to schedule different steps, especially considering weather variables (like getting in water taps in early spring)

(discussion emphasizing need to ensure DPW is not “backed into a corner” by presenting items they might take on, giving Marlo discretion to commit based on timing and other variables)

Dave M –(for Mayor) is the budget that Neil presented helpful in terms of going to Councilors?

Mayor – it's probably most helpful at tomorrow night's Ways and Means meeting

Future Meetings

Dave M will circulate a schedule, but next meeting is November 2.

Motion to adjourn at 5:02 pm